

Master Degree in Economics and Development

Guidelines on how to prepare the Learning Agreement (LA)

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LA Before Mobility

The student, as soon as he has confirmed the hosting institution and no less than 14 days before the deadline for sending the LA, must contact the Erasmus Delegate of the Degree Course by email. If, for any reason, the time before the deadline is less than 14 days, the student is invited to request, directly or through the International Relations Office, an extension to the destination university for sending the LA.

In the email through which he contacts the Erasmus Delegate, the student must indicate **her/his proposal for equivalence** between UniFi exams as included in her/his study plan (or that she/he does not have in the study plan and could, on the basis of the rules, include in the study plan) and exams included in the offer of the host university, keeping in mind the following general criteria:

- a) only exams at master's level can be included;
- b) it is not allowed to recognize exams having the same contents of exams that the student has already taken at UniFi;
- c) equivalence is granted only to exams having similar contents or in the same area (economic, political, economic, business, legal, etc.);
- d) the total sum of the credits at the host university cannot be less than the number of credits requested;
- e) when the foreign course has a number of credits lower than the UniFi course, it is possible to use extra credits deriving from other foreign exams or from foreign exams that have a number of credits higher than that of the exam at UniFi;
- f) the recognition of exams within the free choice credits does not require that an equivalent exam exist at UniFi; in particular, among the free choice exams are also recognizable exams of languages that are not offered at UniFi.

In the her/his email, the student must also insert **links to the syllabuses of the courses of the host university** of which he intends to request recognition, so that the Erasmus Delegate can check for the content consistency with corresponding exams at UniFi.

LA During Mobility

What is written for the LA Before Mobility applies, limited to the exams that the student proposes to replace within the LA. In addition, the student must attach to the email the copy of the LA Before Mobility with the complete signatures.

LA After Mobility

If the student has taken the courses provided in the LA Before Mobility or in the LA During Mobility it is not necessary to fill in an LA After Mobility. If an LA After Mobility is to be filled in, the above applies.